

OFFICE OF TRAINING

NOTICE  
NO. 5-56

20 February 1956

SUBJECT: Correspondence Addressed to DCI, DDCI or DD/S

The DCI has directed that all correspondence addressed to his office or to that of the DDCI will conform to the format outlined in the attached memoranda. The DD/S has directed that correspondence addressed to his office will conform to the same format.

  
Acting Director of Training

25X1A

Attachments:

23 December 1955 Memo  
6 February 1956 Memo

Distribution:

School and Staff Chiefs/OTR

This document is part of an integrated file. If separated from the file it must be subjected to individual systematic review.